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STATE OF DELAWARE
REAL ESTATE COMMISSION

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PUBLIC MEETING NOTICE:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, January 7, 2016 at 9:30 a.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Boulevard, Cannon Building Second Floor Conference Room A Dover, Delaware
MINUTES APPROVED:	02/01/2016

MEMBERS PRESENT

Tim Riale, Sussex County, Professional Member, Chairperson, Presiding
Tom Burns, Kent County, Professional Member, Vice Chairperson
Barbara Brodoway, New Castle County, Public Member
Donna Klimowicz, New Castle County, Professional Member
Debbie Oberdorf, Kent County, Professional Member
Casey Price, Sussex County, Professional Member
Michael Rushe, Kent County, Public Member
Denise Tatman, Sussex County, Public Member
Elaine Woerner, New Castle County, Professional Member

DIVISION STAFF

Eileen Kelly, Deputy Attorney General
Sandra Wagner, Administrative Specialist III
Jessica Williams, Administrative Specialist III

ALSO PRESENT

Angela Emerson, Sussex County Association of REALTORS ®
Jason Giles, Delaware Real Estate Commission

CALL TO ORDER

Mr. Riale called the meeting to order at 9:43 a.m.

REVIEW OF MINUTES

Mr. Burns moved, seconded by Ms. Brodoway, to approve the December 3, 2015 minutes as written. Motion unanimously carried.

NEW BUSINESS

Update from the Commission

The Committee was advised that the Commission accepted all of the recommendations regarding course provider applications, instructor applications, and student CE requests. Ms. Williams informed the Committee that the Commission will be sending correspondence to the Central Delaware Real Estate Academy, to address the allegations that were described in the complaint that the Committee reviewed during the December 3, 2015 meeting. Additionally, correspondence will be sent to all course providers reminding them that they must adhere to the Education Guidelines set forth by the Commission.

Review of Course Provider Applications

Mr. Burns moved, seconded by Ms. Price, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried.

Course Provider: McKissock, LLC

Course Title: Affordable Housing Opportunities for Low-Moderate Income Buyers **Approved**
Credit Hours: 4.0
Module: 7

Course Title: Americans with Disabilities Act ADA **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Property Management – The Next Generation **Approved**
Credit Hours: 3.0
Module: 7

Course Title: The End of the Paper Trail: How to Conduct Paperless Transactions **Approved**
Credit Hours: 4.0
Module: 7

Course Title: Crowd Funding in Real Estate **Approved**
Credit Hours: 3.0
Module: 7

Course Title: The Property Management Primer **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Using Retirement Assets to Purchase Real Estate **Approved**
Credit Hours: 3.0
Module: 7

Course Provider: New Castle County Board of REALTORS ®

Course Title: 50 Shades of Contracts – An Advanced Look at the Agreement of Sale **Approved**

Credit Hours: 3.0

Module: 3

Course Provider: Kent County Association of REALTORS ®

Course Title: Mortgages 101 **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: Sussex County Association of REALTORS ®

Course Title: Professional Process – Grievance, Arbitration & Mediation **Approved Contingent upon
Receipt of Corrected Course Outline**

Credit Hours: 3.0

Module: 2

Review of Instructor Applications

Mr. Burns moved, seconded by Ms. Price, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried

Robert Fleck **Approved**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 - 7

Tom Lundstedt **Approved**

Continuing Education: Module 7 – How to Work with Real Estate Investors – Part I; How to Work with Real Estate Investors – Part II

Barbara Brodoway **Approved**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents; Ethics

Sarah Contant **Approved**

Continuing Education: Module 7 – Mortgages 101

Peter Kirsh **Approved**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1; 2; 3; 5 & 6

Nancy Law **Approved**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents; Ethics

Robin Miller **Approved**

Continuing Education: Module 7 – Mortgages 101

Gerald Proffitt **Approved**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents; Ethics

Michael Selvaggio **Approved**

Continuing Education: Module 7

Jonathan Taylor **Approved**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents; Ethics

William Ward **Approved**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents; Ethics

Rosalind Williams **Approved**

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents; Ethics

UNFINISHED BUSINESS

Review Final Draft of Proposed Guidelines Addressing Online Pre-Licensing Courses

The Committee reviewed the most recent draft of the revisions of the Education Guidelines. Ms. Kelly explained the changes made to the draft. Ms. Klimowicz moved, seconded by Ms. Brodoway, to send the draft to the Commission for review and approval, after Ms. Kelly makes minor modifications. If the proposed regulations are approved, a mass email will be sent to all course providers outlining the new guidelines. Motion unanimously carried.

Discussion Regarding Potential Revisions to Broker's Course Outline

This item was tabled until the February 4, 2016 meeting.

NEW BUSINESS

Election of Officers

Ms. Woerner moved, seconded by Mr. Rushe, to nominate Mr. Burns as Chairperson. Motion unanimously carried. Mr. Burns accepted the nomination.

Ms. Woerner moved, seconded by Mr. Rushe, to nominate Ms. Price as Vice Chairperson. Motion unanimously carried. Ms. Price accepted the nomination.

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

Ms. Williams advised the Committee that Mr. Bullis will be attending his first meeting on February 4, 2016, as an appointed member of the Education Committee.

The Committee thanked Ms. Williams for her work over the last five years, and wished her luck in her new role within the Division of Professional Regulation.

The Committee also thanked Mr. Riale for his dedication and commitment as a professional member from Sussex County, to the Education Committee over the past 7 years.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENT

There was no public comment.

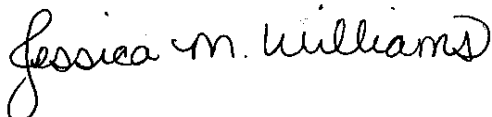
NEXT SCHEDULED MEETING

The next meeting will be held on Thursday, February 4, 2016 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Mr. Rushe moved, seconded by Ms. Price, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 10:48 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jessica M. Williams". The signature is written in a cursive, flowing style.

Jessica M. Williams
Administrative Specialist III